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**City of Florence  
City Council Meeting  
250 Hwy 101, Florence, Oregon  
Final Action Minutes  
December 19, 2016**

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**CALL TO ORDER - ROLL CALL - PLEDGE OF ALLEGIANCE**

Meeting called to order at 6:00 p.m.

Councilors Present: Mayor Joe Henry, Councilors Ron Preisler, George Lyddon and Susy Lacer.

Councilors Absent: Councilor Greene

Staff Present: City Manager Erin Reynolds, Public Works Director Mike Miller, Chief of Police Tom Turner, Planning Director Wendy FarleyCampbell, City Recorder / Economic Development Coordinator Kelli Weese, Project Manager Megan Messmer and Interim Finance Director Andy Parks.

**INTRODUCTION**

- Matthew Hiatt – Water Treatment Plant Operator
- Matthew Braaton – Police Officer

Start Time: 6:00 p.m.

Action: Mr. Hiatt and Mr. Braaton were introduced to the City Council.

**PRESENTATION**

- Department Website Presentations

Start Time: 6:04 p.m.

Action: The City Council heard presentations from the various City Departments concerning the City's website.

**1. APPROVAL OF AGENDA**

Start Time: 6:16 p.m.  
Action: Approve agenda as shown.  
Vote: Unanimous

**2. PUBLIC COMMENT**

This is an opportunity for members of the audience to bring to the Council’s attention any item not otherwise listed on the Agenda. Comments will be limited to three (3) minutes per person, with a maximum time of 15 minutes for all items. Speakers may not yield their time to others.

Start Time: 6:16 p.m.  
Comments: None

**CONSENT AGENDA**

**3. APPROVAL OF MINUTES**

Consider approval of the Council regular session meeting minutes of November 21, 2016 and December 5, 2016.

**4. WASTEWATER PLANT DIGESTER PURCHASE**

Consider approval of **Resolution No. 25, Series 2016**, a resolution authorizing the City to enter into a single source agreement with Beaver Equipment Specialty Company, Inc. in the amount of \$73,400 for the purchase of a new methane burner and repair parts for the digester.

**5. REGIONAL ACCELERATOR & INNOVATION NETWORK (RAIN) AGREEMENT**

Consider approving the memorandum of agreement between RAIN and the City of Florence in the amount of \$15,000 to assist in efforts to promote entrepreneurial support programs in Florence.

Start Time: 6:17 p.m.

Action: Approve consent agenda items as shown in the meeting materials

Motion: Councilor Lacer

Second: Councilor Lyddon

Vote: Unanimous, Councilor Greene was absent

## **PUBLIC HEARING**

### **6. NORTH HWY 126 ANNEXATION AND ZONE ASSIGNMENT**

#### **A. PUBLIC HEARING ON ANNEXATION & ZONE ASSIGNMENT**

Hear and consider written and oral testimony regarding the annexation and zoning assignment request related to annexation of North Hwy 126 properties.

*Item Includes:*

- *Overview of topic by staff*
- *Conduct of Land Use Public Hearing*
- *Decision to close public hearing subject matter*

Start Time: 6:18 p.m.

Hearing Reading: CR Weese read the Land Use Hearing Script and officiated the public hearing procedures.

Declarations: The City Council did not make any declarations

Public hearing: Opened at 6:20 p.m.

Discussion: The City Council discussed...

- Locations for sewer extensions
- Jurisdiction of Xylo Street

Comments: Mayor Henry and Councilor Lacer

Applicant: Desiree Clifton – 5205 Hilltop Drive

- Representing the Gages
- Felt the annexation would help make the land more viable

Commenter 1: Susan Patrick – 86218 Xylo Street

- Zoning of property to the South and potential uses
- Maintenance of Xylo Street
- Access of adjacent properties

Commenter 2: Paul Patrick – P.O. Box 490

- Thoughts concerning wells in area

Commenter 3: Candice Hollick – 86210 Xylo Street

- Zoning and uses of the property adjacent to the Highway

Discussion: Staff provided the answers to questions proposed during the public testimony and the City Council discussed...
 

- Sign allowances in commercial district zoning
- Size of the property owned by the Beale's

 Comments: Councilors Preisler and Lacer

Applicant: Desiree Clifton – 5205 Hilltop Drive
 

- Gage's intend to access properties from Xylo Street

Public hearing: Closed at 6:56 p.m.

**B. APPROVAL OF ANNEXATION REQUEST**

Consider approval of **Ordinance No. 15, Series 2016**, an Ordinance approving the request for annexation for undeveloped property located east and west of Xylo Street between 12<sup>th</sup> Street and Hwy 126.

*Item Includes:*

- *Deliberation / Decision on Code Amendment (Ordinance No. 15, Series 2016)*

Start Time: 6:57 p.m.

Action: First Reading of Ordinance No. 15, Series 2016  
 Vote: Unanimous, Councilor Greene was absent

Action: Second Reading of Ordinance No. 15, Series 2016  
 Motion: Mayor Henry  
 Second: Councilor Lacer  
 Roll Call Vote: Councilor Lyddon – Aye  
 Councilor Preisler – Aye  
 Councilor Lacer – Aye  
 Mayor Henry – Aye  
 Councilor Greene – Absent  
 Ordinance passes 4-0

**C. APPROVAL OF ZONING ASSIGNMENT**

Consider approval of **Ordinance No. 16, Series 2016**, an Ordinance approving the zoning change for the North Hwy 126 annexation properties to the corresponding zoning: Single Family residential regulated by Florence City Code Title 10, Chapter 11 and Commercial regulated by Florence City Code Title 10, Chapter 15.

*Item Includes:*

- *Deliberation / Decision on Code Amendment (Ordinance No. 16, Series 2016)*

Start Time: 7:00 p.m.

Action: First Reading of Ordinance No. 16, Series 2016  
Vote: Unanimous, Councilor Greene was absent

Action: Second Reading of Ordinance No. 16, Series 2016  
Motion: Mayor Henry  
Second: Councilor Preisler  
Roll Call Vote: Councilor Lyddon – Aye  
Councilor Preisler – Aye  
Councilor Lacer – Aye  
Mayor Henry – Aye  
Councilor Greene – Absent  
Ordinance passes 4-0

### **ACTION ITEMS**

*The Mayor will provide opportunity for the public to offer comments on action items after staff has given their report and if there is an applicant, after they have had an opportunity to speak.*

#### **7. DOG LICENSING ORDINANCE**

Consider approval of **Ordinance No. 18, Series 2016**, an Ordinance amending dog licensing requirements within the City and amending Title 6, Chapter 6 of the Florence City Code.

Start Time: 7:02 p.m.

Discussion: The City Council discussed...

- Cost recovery for current program
- Other recent methods of dog licensing
- Lane County dog

Comments: All Councilors Present

Action: First Reading of Ordinance No. 18, Series 2016  
Vote: Unanimous, Councilor Greene was absent

Action: Second Reading of Ordinance No. 18, Series 2016  
Motion: Mayor Henry  
Second: Councilor Lyddon  
Roll Call Vote: Councilor Lyddon – Aye  
Councilor Preisler – Aye  
Councilor Lacer – Aye  
Mayor Henry – Aye  
Councilor Greene – Absent  
Ordinance passes 4-0

**8. CONSTRUCTION CONTRACT FOR PUBLIC WORKS FACILITY**

Consider awarding 2G Inc., dba 2G Construction, the contract to construct the Public Works Operations Center located at 2675 Kingwood Street.

Start Time: 7:10 p.m.

Discussion: The City Council discussed...

- Total costs of the project
- Site clearing work
- Necessity of additional items

Comments: Mayor Henry and Councilor Preisler

Action: Accept the proposal from 2G Construction and authorize the City Manager to work with the contractor to proceed with a construction contract. Total maximum construction contract value, \$3,600,000.

Motion: Councilor Preisler

Second: Councilor Lyddon

Vote: Unanimous, Councilor Greene was absent

**9. INTERGOVERNMENTAL AGREEMENT WITH SIUSLAW SCHOOL DISTRICT**

Consider approving the intergovernmental agreement with the Siuslaw School District for the approval of funding and policies concerning the school resource officer.

Start Time: 7:28 p.m.

Discussion: The City Council discussed...

- Specific information concerning the grant
- City of Florence vs. School District costs

Comments: Mayor Henry and Councilor Preisler

Action: Authorize the City Manager to accept the COPS Hiring Grant and to sign the Memorandum of Understanding with the Siuslaw School District for the SRO position.

Motion: Mayor Henry

Second: Councilor Lacer

Vote: Unanimous, Councilor Greene was absent

## 10. CITY MANAGER EVALUATION

Consider approval of the annual evaluation for City Manager Erin Reynolds and consider salary adjustments beginning January 1, 2017.

Start Time: 7:37 p.m.

Discussion: The City Council discussed...

- Ranked the City Manager as 'always exceeding expectations'
- Approval of a 5% salary increase
- Accomplishments over the past year

Comments: All Council Present

Action: Approve exemplary evaluation and 5% salary adjustment

Motion: Councilor Preisler

Second: Councilor Lacer

Vote: Unanimous, Councilor Greene was absent

## REPORT ITEMS

### 11. BOARD AND COMMITTEE REPORTS

Report on the workings of the City's board and committees for the month of November 2016.

Start Time: 7:40 p.m.

Discussion: The City Council discussed...

- Committee application process
- Florence Events Center upcoming events

### 12. CITY MANAGER REPORT

Start Time: 7:42 p.m.

Discussion: The City Council discussed...

- Overview of December newsletter

### 13. CITY COUNCIL REPORTS

Start Time: 7:52 p.m.

Discussion: The City Council discussed...


- Council activities in the community
- Judge Brissenden work at Court
- Downtown Revitalization Team Work
- Siuslaw Vision 2025 program coordinator hire and upcoming Ford Family Foundation board of directors meeting

- Siuslaw Library online database for language learning
- Mayor's Roundtable
- Improvements in number of citizens with access to a primary care physician

Comments: All Councilors

Commenter 1: Dwayne Barkemeyer  
• Compliments of City Manager

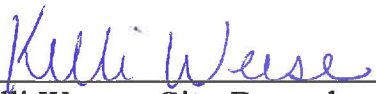
Meeting adjourned at 8:05 p.m.



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Joe Henry, Mayor

**ATTEST:**



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Kelli Weese, City Recorder